

**Evergreen Fire District
Board of Trustees
Meeting
Meeting Minutes
Regular Board Meeting of August 5th, 2019 – 6:00 pm**

CALL MEETING TO ORDER:

Chairman Verworn calls meeting to order at 6:10 pm.

TRUSTEES PRESENT:

Verworn
Brockman
Fallon

TRUSTEES ABSENT:

DePaul
Nace

RECOGNIZE PUBLIC IN ATTENDANCE:

Fire Chief Craig Williams	James Boyce
Fire Marshal Ben Covington	Brian Carter
Tommy Hodges	Cole Williams

PUBLIC COMMENT:

*At this time, public may comment on any public matter that is not on the Agenda of the Meeting and that is within the jurisdiction of the District.
(none)*

FINANCIALS:

Discuss and Approve June 2019 Financials

Fallon questions a Toll Road Violation fee.

Motion; Brockman to approve the checks and accept the financial statements for the month of June, 2019 as presented

Second; Fallon

Vote; quorum in favor; motion carries

PAST ITEMS/UPDATES:

- 1. Discuss and Approve Meeting Minutes for Regular Board Meeting of July 1st, 2019 and Special Meeting Minutes of July 22, 2019**

Motion; Fallon to approve Regular Meeting Minutes of July 1st, 2019 with a change to remove Dave Adams from signature line and to approve Special Meeting Minutes of July 22, 2019.

Second; Brockman

Vote; quorum in favor; motion carries

PROPOSALS:

FSLA Classification for Fire Chief and Fire Marshal

Fire Chief Williams directs Trustees to review a letter from Christopherson Law Office which suggests that the positions of Fire chief and Fire Marshal should go from an hourly wage to salary in order to be in compliance with FSLA exemption. Fire Chief Williams states that both he and Covington are budgeted a total of 18.8% per year for overtime for the past 10 years. He also states combined over time is about \$20,000.00 budgeted per year with only half actually being paid; \$10,000 total (\$5,000 each). He requests that the Trustees take this into consideration. Verworn states that would be 18.8% increase on top of their current wage. Chief Williams states that it is not an increase or raise; it is already budgeted for and they have already been getting the \$5000.00 each per year which is an average of 3 to 5 hours overtime per week. If the Board chooses to not pay it then both he and Covington are taking a pay cut to go salary. The District will still save about 50% because it will no longer have to be budgeted for at 18.8%. Fallon states that as salaried positions they will no longer get a paid lunch time nor paid holidays because they will get that time off. Trustees agree that budgeted over-time will not roll over into regular pay and in lieu of

that both Fire Chief and Fire Marshal will take that time off. Covington states that unpaid holidays are taking pay away from both he and the Fire Chief. Chief Williams states his would be a loss of \$2300.00 and Fire Marshal would take an \$1800.00 loss in pay. Chief Williams proposes they get paid 4 hours per week of the budgeted overtime to compensate for loss of holiday pay. Verworn states that would cost the District a combined total of \$270.00 per year.

*Motion; Fallon that both Fire Chief and Fire Marshal positions are exempt
(motion dies for lack of a second)*

Motion; Brockman to accept proposal of 4 hours budgeted weekly overtime to be converted to salary.

Second; Fallon

Vote; quorum in favor; motion carries

NEW ITEMS/UPDATES:

1 Discussion of Property Casualty Coverage and Premiums

Fallon states that the District had decided years prior to make quarterly payments due to lack of cash flow. He states there is a surcharge to pay quarterly. He states property deductibles would change; building deductibles would go from \$1000.00 to \$5000.00 (Property deductible is \$500, Flood is \$1000). He suggests looking at what a premium for a \$5000 to \$10,000 deductible would cost for building damages. He states portable equipment has a \$250.00 deductible which he feels to be unreasonably low. Vehicle deductibles are \$1000.00 for both collision and comprehensive and he contemplates raising it to \$5000.00 for the larger vehicles and leave the higher use vehicles (ambulances, chase rigs) at \$1,000.00. He states there is \$10,000.00 in medical to riders in a vehicle and feels it should be increased to \$25,000 to cover those riders in an accident created by District personnel. Fallon states he will speak with Mike Grachek but wanted to discuss with the Board and Chief Williams before doing so. Brockman asks how recently was the policy(ies) reviewed and is told about 5 years ago. Fallon states current premiums are \$30,662.00 (\$12,600 for auto; \$18,000.00 general liability). He also states that the payments come out of 7204 and 9428 and that if the accounts are going to be combined there won't be a way to apply a line item to the budget for savings. Trustees are in agreement to have Fallon further research possibilities with Grachek Insurance (VFIS).

Benevolent Fund Application Process Discussion

Chief Williams states that personnel may not be utilizing available financial assistance through the Benevolent Fund due to the current process. The Benevolent Fund is monies provided through donations of \$100 or more. Fallon states the application process has been used for the past 8 to 10 years and prior to that, assistance would have been provided by the Department and not the District. Chief Williams states possible need for revision(s) is based on conversations with those past recipients of assistance and their experience having gone through the process. Fallon argues that the process may have incorporated more documentation but that it is still confidential and documentation could be destroyed afterward rather than filed. He states the process was not designed to belittle or intimidate applicants but offers consistency while keeping track of District money. He acknowledges that asking for help or money can be difficult for people and that those who are offering help need to be sensitive to that and offer their understanding throughout the process. Brockman asks if it is believed more people would be asking for assistance if the process was less invasive to which 'yes' is answered. Covington states there are personnel who could have or would have accessed the program but chose not to because it is invasive and degrading. Brockman acknowledges that the application does ask for the applicant's social security number. Fallon poses the question of how accessible and approachable have both Craig and Ben made themselves for personnel to inquire about assistance. Chief Williams states personnel are less likely to approach him with anything due to chain of command but the current process leaves it up to his discretion up to \$1,000.00 and if the need exceeds \$1,000.00 a committee will be assembled. Fallon adds personnel needs to be aware that the request for assistance does not come before the Board; it all stays internal at the administrative level. Brockman asks how the money is given to applicant and Chief Williams states it currently is paid by check to the appropriate entity (ie., utility company, car payment, landlord etc). Covington states that prior to this process a member of the department would go to the company/agency and personally make the payment. Chief Williams states that if it is decided major changes need to happen it will be listed as an item on a future agenda along with a revision proposal.

CHIEF'S REPORT:

1. June 2019 Call Volume

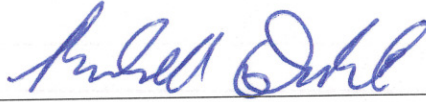
- A) Comparison Incident Count by Weekday/Hour (all zones) for June 2018 & 2019
- B) Comparison Incident Count per zone for June 2018 & 2019
- C) Comparison Incident Statistics for June 2018 & 2019

Chief Williams states he has included information that Fallon requested regarding other agencies in the Valley and their call volume. The information was provided by the CAD system in Dispatch. He states the numbers are not inclusive of all of their call volume; paid for the EMS fund, only. Structure fires are included but all other fire calls (grass fire etc) are not. Fallon inquires about the CAD dates. Chief Williams states their dates don't run fiscally and that is the reason the District is consistently paid 2 weeks late out of the fiscal year.

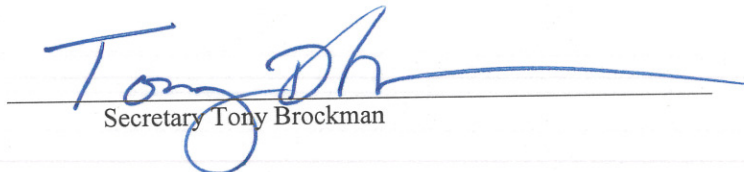
(There is discussion of a topic unrelated to the agenda)

Adjourn at 7:36 pm.

The President of the Board of Trustees, as presiding officer of any meeting of the Board of Trustees, may close the meeting during the time the discussion relates to a matter of individual privacy; and, then, if, and only if, the presiding officer determines that the demands of individual privacy clearly exceed the merits of public disclosure. The right of individual privacy may be waived by the individual about whom the discussion pertains; and, in that event, the meeting must be open.

 **VICE CHAIR**

Chairman Brodie Verworn or Vice Chair Randy DePaul


Secretary Tony Brockman